



Caybiga Elementary School
ANNUAL PROCUREMENT PLAN FOR FY 2026
 INDICATIVE FINAL UPDATED [Version No. 1]

PROCUREMENT PROJECT DETAILS						PROJECTED TIMELINE (MM/YYYY)		FUNDING DETAILS		PROCUREMENT STRATEGY OR TOOLS	REMARKS (Other relevant descriptions of the procurement project, if applicable)	
Project Title	End-User or Implementing Unit	General Description of the Project	General Description of the Procurement Project (IRR of RA 12009-Section 7.7.2c)	Mode of Procurement	To be covered by an Early Procurement Activity? (Yes/No)	Criteria for Bid Evaluation (Including Sustainability and Domestic Preference)	Start of Procurement Activity	End of Procurement Activity	Source of Fund			Estimated Budget / Approved Budget for the Contract (Php)
Column 1	Column 2	Column 3	Column 4	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
General Requirements												
Training Expenses	CAYBIGA ELEMENTART SCHOOL	General Services		Small Value Procurement	No	Lowest Calculated Responsive Bid or LCRB	March, April, and September, and December 2026	March, April, and September, and December 2026	GAA 2026 - Current Appropriation	180000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Office Supplies	CAYBIGA ELEMENTART SCHOOL	Goods		Small Value Procurement	Yes	Lowest Calculated Responsive Bid or LCRB	February and May 2026	February and May 2026	GAA 2026 - Current Appropriation	300000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Janitorial Supplies	CAYBIGA ELEMENTART SCHOOL	Goods		Small Value Procurement	Yes	Lowest Calculated Responsive Bid or LCRB	May 2026	May 2026	GAA 2026 - Current Appropriation	100000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Solar Powered Lights	CAYBIGA ELEMENTART SCHOOL	Goods		Small Value Procurement	Yes	Lowest Calculated Responsive Bid or LCRB	March 2026	March 2026	GAA 2026 - Current Appropriation	50000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Fire Extinguisher	CAYBIGA ELEMENTART SCHOOL	Goods		Small Value Procurement	Yes	Lowest Calculated Responsive Bid or LCRB	August 2026	August 2026	GAA 2026 - Current Appropriation	50000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
CCTV	CAYBIGA ELEMENTART SCHOOL	Goods		Small Value Procurement	Yes	Lowest Calculated Responsive Bid or LCRB	June 2026	June 2026	GAA 2026 - Current Appropriation	100000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
School ID (Pupils and School Personnel)	CAYBIGA ELEMENTART SCHOOL	Goods		Small Value Procurement	Yes	Lowest Calculated Responsive Bid or LCRB	June 2026	June 2026	GAA 2026 - Current Appropriation	130000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Graduation /Moving Up	CAYBIGA ELEMENTART SCHOOL	Goods		Small Value Procurement	Yes	Lowest Calculated Responsive Bid or LCRB	February 2026	February 2026	GAA 2026 - Current Appropriation	300000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Water Expenses	CAYBIGA ELEMENTART SCHOOL	General Services		Small Value Procurement	No	Lowest Calculated Responsive Bid or LCRB	NA	NA	GAA 2026 - Current Appropriation	765000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Electricity Expenses	CAYBIGA ELEMENTART SCHOOL	General Services		Small Value Procurement	No	Lowest Calculated Responsive Bid or LCRB	NA	NA	GAA 2026 - Current Appropriation	945000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Internet Expenses	CAYBIGA ELEMENTART SCHOOL	General Services		Small Value Procurement	No	Lowest Calculated Responsive Bid or LCRB	NA	NA	GAA 2026 - Current Appropriation	42000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Janitorial Services	CAYBIGA ELEMENTART SCHOOL	General Services		Small Value Procurement	No	Lowest Calculated Responsive Bid or LCRB	NA	NA	GAA 2026 - Current Appropriation	144773.28	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Repairs-ICT Equipments	CAYBIGA ELEMENTART SCHOOL	General Services		Small Value Procurement	No	Lowest Calculated Responsive Bid or LCRB	April 2026	April 2026	GAA 2026 - Current Appropriation	47476.72	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
(Rehabilitation of Comfort Rooms, rewiring of electrical works, and	CAYBIGA ELEMENTART SCHOOL	Infrastructure Project		Small Value Procurement	No	Lowest Calculated Responsive Bid or LCRB	March, April, and May 2026	March, April, and May 2026	GAA 2026 - Current Appropriation	780000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Fidelity Bond	CAYBIGA ELEMENTART SCHOOL	General Services		Small Value Procurement	No	Lowest Calculated Responsive Bid or LCRB	NA	NA	GAA 2026 - Current Appropriation	9000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Test Paper	CAYBIGA ELEMENTART SCHOOL	Goods		Small Value Procurement	Yes	Lowest Calculated Responsive Bid or LCRB	February, July, September, and	February, July, September, and	GAA 2026 - Current Appropriation	880000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
School Form 9 (Report Card)	CAYBIGA ELEMENTART SCHOOL	Goods		Small Value Procurement	Yes	Lowest Calculated Responsive Bid or LCRB	June 2026	June 2026	GAA 2026 - Current Appropriation	150000.00	Use of Framework Agreement	One-time requirement for newly created satellite office; targets MSME supplier
Miscellaneous Items (for Direct Acquisition only) Sec 32.2 of RA No. 12009												
Common Use Supplies and Equipment (CSE) to be purchased from PS-DBM (kindly indicate the summary/total amounts only)												

Note: Insert additional rows as necessary

Total Amount of Estimated Budget for EPA Projects: 0
 Total Amount of CSEs to be purchased from PS-DBM: 0
 Total Amount of Estimated Budget: P4,973,250.00

Prepared by:

PRIMA A. GELY ESQUIERRA
 Master Teacher I
 Bids and Awards Committee Secretariat

Date : January 30, 2025

Recommended by:
 By the Authority of the Bids and Awards Committee:

GWEN M. GALONO, EDD
 Master Teacher I
 Bids and Awards Committee Chairperson

Date : January 30, 2025

Approved by:

MARITES B. CRUZ, PhD
 Principal IV
 Head of the Procuring Entity

Date : January 30, 2025